

# City of Plainwell



Brad Keeler, Mayor  
Lori Steele, Mayor Pro-Tem  
Todd Overhuel, Council Member  
Roger Keeney, Council Member  
Randy Wisnaski, Council Member

Department of Administration Services  
211 N. Main Street  
Plainwell, Michigan 49080  
Phone: 269-685-6821 Fax: 269-685-7282  
Web Page Address: [www.plainwell.org](http://www.plainwell.org)

“The Island City”

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## AGENDA

### Plainwell City Council

Monday, December 11, 2023 - 7:00PM

### Plainwell City Hall Council Chambers

1. Call to Order
2. Invocation
3. Pledge of Allegiance
4. Roll Call
5. Approval of Minutes – 11/27/2023 Regular Meeting
6. Public Comments
7. County Commissioner Report
8. Agenda Approval
9. Mayor’s Report
10. Recommendations and Reports:
  - A. Ordinance No. 397 – Site plan text amendment  
Council will consider adopting Ordinance 397 as presented by the Planning Commission.
  - B. Yearly Flower Program Purchase  
Council will consider approving the purchase of flowers from Zeinstra’s Greenhouse for \$12,500.00.
11. **Communications:** The November Investment and Fund Balance reports and the draft 12/06/2023 Planning Commission meeting minutes.
12. **Accounts Payable - \$253,050.28**
13. Public Comments
14. Staff Comments
15. Council Comments
16. Adjournment

**Note: All public comment limited to two minutes, when recognized please rise and give your name and address.**

The Island City  
Plainwell is an equal opportunity provider and employer

**MINUTES**  
**Plainwell City Council**  
**November 27, 2023**

1. Mayor Keeler called the regular meeting to order at 7:01 PM in City Hall Council Chambers.
2. Invocation was given by Dan Martin of Lighthouse Baptist Church.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Overhuel, and Councilmember Wisnaski. Absent: Councilmember Keeney  
**A motion by Wisnaski, seconded by Steele, to excuse Councilmember Keeney from the proceedings. On a voice vote, all voted in favor. Motion passed.**
5. Approval of Minutes:  
**A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes of the November 13, 2023 regular meeting. On a voice vote, all voted in favor. Motion passed.**
6. Public Comment:  
Chris Machiela of the Allegan County Drain Commissioner's Office introduced himself and announced his candidacy for Drain Commission in 2024.
7. County Commissioner Report:  
Commissioner Dugan gave highlights of one County Commission meeting, including a resolution of election integrity. He also reminded everyone that the County has several options to make payments online and encouraged anyone to contact the relevant county office for assistance with online payments.
8. Deputy Clerk Kelley announcing having added Item F to the Agenda and asked for approval of the agenda as presented.  
**A motion by Steele, seconded by Overhuel, to approve the Agenda for the November 27, 2023 meeting as presented. On a voice vote, all voted in favor. Motion passed.**
9. Mayor's Report: None
10. Recommendations and Reports:
  - A. Community Development Manager Siegel discussed outdoor exercise equipment. She noted that the fitness grant funding project fell short of its goal, but the city still has \$15,000 of cash on hand donated by local businesses, which the businesses would like to be used for fitness equipment. The administration analyzed several apparatuses for placement at Sherwood Park.  
**A motion by Steele, seconded by Wisnaski, to approve the purchase of Thrive 250 Outdoor Exercise Equipment from Game Time for \$14,061.16. On a roll call vote, all in favor. Motion passed.**

- B. Community Development Manager Siegel discussed Social District plans for downtown Plainwell. She presented a management plan and discussed the proposed map of the district. Council questions included retail store and law enforcement concerns. Siegel reported that each business can choose to allow or not allow alcohol in their store. Public Safety Director Callahan reported reaching out to other local agencies with social districts and all reported no law enforcement concerns as the result of the district. Manager Lakamper noted that the adopted resolution would be routed to the State for final approval at which time the drinking establishments can apply to be part of the district.  
**A motion by Overhuel, seconded by Wisnaski, to approve Resolution 2023-35 establishing a Social District, and approving City Staff to file for a Social district Permit with the State. On a roll call vote, all voted in favor. Motion passed.**
- C. Manager Lakamper discussed the purchase of a 72" zero turn mower. He noted the two current mowers need repair, one of which is more than 35 years old. The best use of resources is to invest in a new mower for Kenyon Park and to repair the newer of the old mowers (20 years old) for mowing at the Mill. The prices quoted for the equipment were compared with, and are better than, the MiDeal Pricing Program.  
**A motion by Wisnaski, seconded by Steele, to approve the purchase of a Bobcat 72" Zero-Turn mower from Bobcat of Michiana for \$15,000.00 and to amend the budget accordingly. On a roll call vote, all voted in favor. Motion passed.**
- D. Superintendent Nieuwenhuis discussed lighting for the Pickleball Court, which was funded by the Pipp Foundation and installed by Esper Electric. He noted that future purchases will be in full compliance with the city's purchasing policy.  
**A motion by Steele, seconded by Overhuel, to approve the contract with Esper Electric to complete a lighting upgrade to the pickle ball courts for \$10,500.00.**
- E. City Manager Lakamaper discussed issuing general obligation bonds to fund the Old Orchard project, noting that the actual bonds issued will be less than the maximum requested in the Resolution. The requested Notice is a requirement to issue bonds and opens a 45-day period to consider a referendum from the city's voters.  
**A motion by Steele, seconded by Wisnaski, to approve Resolution 2023-36 to purchase, acquire and construct capital improvements and publish a notice of intent to issue municipal securities in the amount of \$5,000,000.00.**
- F. Jeff Wingard of Fleis & Vandenbrink gave Council an overview of the Small Urban Program which offers Michigan Department of Transportation funding on a rotating basis amongst five (5) Allegan County jurisdictions. Plainwell is slated to receive the funding in 2025 for South Main resurfacing. The design phase of engineering needs to start to allow for surveys, permitting and bid preparation prior to the fall of 2024.  
**A motion by Steele, seconded by Wisnaski, to authorize the City Manager to execute a professional services agreement with Fleis & Vandenbrink for \$56,000 for design engineering services for the 2025 South Main Street Resurfacing Project.**

11. Communications:

**A motion by Steele, seconded by Overhuel, to accept and place on file the October 2023 Department of Public Safety monthly report, the draft 11/14/2023 DDA/BRA/TIFA meeting minutes and the draft 11/16/2023 Parks & Trees meeting minutes. On a voice vote, all voted in favor. Motion passed.**

12. Accounts Payable:

**A motion by Wisnaski, seconded by Overhuel, that the bills be allowed and orders drawn in the amount of \$40,546.98 for payment of same. On a roll call vote, all voted in favor. Motion passed.**

13. Public Comments: None

14. Staff Comments:

Superintendent Nieuwenhuis stated that loose leaf pickup was complete and thanked Walters Sweeping for their work. He noted that staff is working hard preparing for the Holiday celebrations.

Community Development Manager Siegel discussed gearing up for the Holiday celebrations and reported a successful weekend of shopping.

Superintendent Pond reported that the roof replacements were complete.

Public Safety Director Callahan gave a briefing on training and reminded everyone to lock their cars and to remove all valuables and the keys from the car.

Finance Director / Deputy Clerk Kelley reported working on the budget, reviewing policies and assisting Clerk Leonard prepare for the February 27 election.

City Manager Lakamper stated that he has been focusing on real estate activities.

15. Council Comments:

Mayor Pro Tem Lori Steele gave her heartfelt thanks to Council, staff and the community.

16. Adjournment:

**A motion by Overhuel, seconded by Steele, to adjourn the meeting at 8:00 PM. On a voice vote, all voted in favor. Motion passed.**

Minutes respectfully  
submitted by,  
Brian Kelley  
Deputy City Clerk

MINUTES APPROVED BY CITY COUNCIL  
December 11, 2023

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JoAnn Leonard, City Clerk

**CITY OF PLAINWELL  
ALLEGAN COUNTY, MICHIGAN**

**ORDINANCE NO. 397**

AN ORDINANCE TO AMEND CHAPTER 53 “ZONING” OF THE CITY OF PLAINWELL CODE OF ORDINANCES; TO AMEND SECTION 53-18 “SITE PLAN REVIEW” TO MODIFY SITE PLAN REQUIREMENTS IN THE R-2 DISTRICT; AND TO AMEND SECTION 53-46 “SITE PLAN REVIEW” TO MODIFY SITE PLAN REQUIREMENTS IN THE CBD DISTRICT.

CITY OF PLAINWELL, ALLEGAN COUNTY, MICHIGAN, ORDAINS:

**Section 1. Amendment of Sec. 53-18.** Sec. 53-18 of Chapter 53, “Zoning” of the City of Plainwell Code of Ordinances is amended to read in its entirety as follows:

**Sec. 53-18. SITE PLAN REVIEW.**

For all uses permitted in an R-2 District, a site plan for a special land use shall be subject to review and approval by the City Council after receiving recommendation from the City Planning Commission in accordance with the provisions of this section. A site plan for a use permitted by right shall be approved administratively by the City Manager or designee or by the Planning Commission, consistent with the regulation and standards set forth in this section. In addition to the criteria set forth herein, a multiple-family dwelling site plan shall not be approved unless it meets the following criteria.

- A. All site plans shall show two means of ingress and egress to the project to permit adequate circulation for safety equipment; except that, for projects under ten acres, one boulevard entranceway may be sufficient.
- B. In all multiple projects over 25 dwelling units, parking shall not be allowed along the main circulation drive.
- C. All townhouse units must include an individual outdoor paved patio area not less than 100 square feet in area.
- D. There shall be no more than seven townhouses in any one attached row.
- E. An apartment house shall not exceed 200 feet in length.
- F. Townhouse units with attached garages may not include the space in front of the garage door as part of the parking requirement. Townhouse units with attached garages may reduce their parking requirements to one and one-half spaces per dwelling unit.

**Section 2. Amendment of Sec. 53-46.** Sec. 53-46 of Chapter 53, “Zoning” of the City of Plainwell Code of Ordinances is amended to read in its entirety as follows:

**Sec. 53-46. SITE PLAN REVIEW.**

For all uses permitted in the CBD District, a site plan for a special land use shall be subject to review and approval by the City Council after receiving a recommendation from the City Planning Commission in accordance with the provisions of this section. A site plan for a use permitted by right shall be approved administratively by the City Manager or designee or by the Planning Commission, consistent with the regulation and standards set forth in this section.

**Section 3. Severability and Captions.** This Ordinance and the various parts, sections, subsections, sentences, phrases and clauses thereof are hereby declared severable. If any part, section, subsection, sentence, phrase, or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby. The captions included at the beginning of each Section are for convenience only and shall not be considered a part of this Ordinance.

**Section 4. Repeal.** Any existing ordinance or resolution that is inconsistent or conflicts with this Ordinance is hereby repealed to the extent of any such conflict or inconsistency.

**Section 5. Effective Date.** This Ordinance is ordered to take effect eight (8) days following publication of adoption in the *Union Enterprise*, a newspaper having general circulation in the City, under the provisions of 2006 Public Act 110, except as may be extended under the provisions of such Act.

ROLL CALL VOTE:

YES:

NO:

ORDINANCE DECLARED ADOPTED.

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Brad Keeler, Mayor

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JoAnn Leonard, City Clerk

**CERTIFICATION**

It is hereby certified that the foregoing Ordinance was adopted by the City Council for the City of Plainwell, Allegan County, Michigan, at a meeting of the City Council duly called and held on December 11th, 2023.

By:

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JoAnn Leonard, City Clerk

Adopted: December 11, 2023

Published: December 21, 2023

Effective: December 31, 2023



## "The Island City"

## MEMORANDUM

211 N. Main Street  
Plainwell, Michigan 49080  
Phone: 269-685-6821  
Fax: 269-685-7282

TO: City Council / Justin Lakamper, City Manager  
FROM: Robert Nieuwenhuis Public Works Superintendent  
DATE: December 7, 2023  
SUBJECT: Yearly Flower Program Purchase

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**SUGGESTED MOTION:** I motion to approve the purchase of flowers from Zeinstra's Greenhouse for \$12,500.00.

**BACKGROUND INFORMATION:** Zeinstra's has provided the City with flowers and great advice for the past few years. Our flower program volunteers have worked with Zeinstra's on great layout for the flowers in 2024.

**ANALYSIS:** The reason the purchase needs to be decided upon now is so the greenhouse has time to grow all the various flowers we are ordering.

**BUDGET IMPACT:** The flowers are a yearly budgeted item. The extra cost of the flowers for this purchase has been worked into the budget.



## Investment Activity Report



“The Island City”

### City of Plainwell

Investment Portfolio Detail - Unaudited

at: 11/30/2023

#### Brian Kelley, Finance Director/Treasurer

I verify that this investment portfolio is in conformity with Michigan laws and the City's Investment Policy as approved by City Council.

Insert Signature:

**Brian Kelley**

Digitally signed by Brian Kelley  
Date: 2023.12.01 17:09:24 -05'00'

	Investment Type	CUSIP	Principal Purchase	Monthly Interest Earned	Institution or Bank	Contact Name and Number	Purchase Date	Maturity Date	Yield	Remaining Days to Maturity
1	Pooled Investment*	N/A	\$1,293,091	\$5,878.21	Michigan Class	Jeff Anderson - 616.244.9376	03/28/2016		5.54%	
2	365-Day CD	N/A	\$88,039	\$854.83	First National Bank	Doug Johnson - 616.538.6040	11/16/2023	11/16/2024	5.05%	352
3	12-month CD	N/A	\$51,951	\$193.86	Consumers Credit Union	Leah Patrick - 269.345.7804	11/22/2023	11/22/2024	5.25%	358
4	12-month CD	N/A	\$51,951	\$193.86	Consumers Credit Union	Leah Patrick - 269.345.7804	11/22/2023	11/22/2024	5.25%	358
5	365-Day CD	N/A	\$25,938	\$97.20	Horizon Bank	Tammy Kerr 616.214.3754	01/09/2023	01/09/2024	4.43%	40
6	180-Day CD	N/A	\$250,165	\$0.00	Northstar Bank	Julie Smith - 810.329.7104	10/03/2023	03/31/2024	4.55%	122
7	730-Day CD	N/A	\$257,401	\$593.26	Grand River Bank	Christy Vierzen - 616.259.1322	06/10/2022	06/09/2024	2.75%	192
8	435-Day CD	N/A	\$64,903	\$0.00	First National Bank	Doug Johnson - 616.538.6040	04/05/2023	06/13/2024	4.33%	196
9	13-month CD	N/A	\$168,567	\$648.98	Southern Michigan Bank & Trust	Aimee Kornowicz 269.279.3568	10/03/2023	10/30/2024	4.55%	335
10	13-month CD	N/A	\$10,072	\$38.78	Southern Michigan Bank & Trust	Aimee Kornowicz 269.279.3568	10/03/2023	10/30/2024	4.55%	335
11	6-month CD	N/A	\$150,000	\$0.00	Horizon Bank	Tammy Kerr 616.214.3754	11/22/2023	05/21/2024	5.18%	173
12										
13										
14										
15										

Total Investments: \$2,412,077.93      \$8,498.98 = Monthly investment interest

Average Yield: 4.68%

#### Cash Activity for the Month

Cash, beginning of month: \$2,335,882.86

\$2,012.34 = Monthly bank account interest

Cash, end of month: \$2,103,238.73

Cash and Investments, end of month: \$4,515,316.66      \$10,511.32 = Total monthly interest earned

#### Justin Lakamper, City Manager

I verify that this investment portfolio is in conformity with Michigan laws and the City's Investment Policy as approved by City Council.

Insert Signature:

**Justin Lakamper**

Digitally signed by Justin Lakamper  
Date: 2023.12.04 10:20:37 -05'00'

\*\* Funds 701 and 703 not included - Trust & Agency

**ESTIMATED CASH BALANCE/FUND BALANCE REPORT**

MONTH ENDED: **11/30/2023**

% OF FISCAL YEAR: **33.61%**

**\* - Amounts taken from audited financial statements as of June 30, 2023**

\*\* - OPEB listing on this worksheet is included in the General Fund for financial statement purposes

\*\*\* - These amounts are taken directly from the End of Month Financial Statement provided to Council

FUND	AUDITED FIGURES AS OF MOST RECENT AUDIT *		CURRENT YEAR PERFORMANCE - UNAUDITED ***		ESTIMATED FUND BALANCE (AUDIT FB + ACT REV - ACT EXP)	TOTAL RECONCILED CASH AND INVESTED FUNDS	CURRENT YEAR AMENDED BUDGET EXP	EXPENSE BUDGET USED
	CASH AND INVESTED FUNDS BALANCE	FUND BALANCE	ACTUAL REVENUE YTD - CASH BASIS	ACTUAL EXPENSE YTD - CASH BASIS				
General	466,673	538,616	1,897,581	1,030,453	1,405,744	1,441,170	3,001,776	34.33%
Major Streets	287,707	183,988	105,845	195,068	94,764	111,043	448,259	43.52%
Local Streets	343,961	338,397	83,121	46,184	375,334	402,122	518,875	8.90%
Solid Waste	22,000	18,626	135,683	112,225	42,084	42,084	224,256	50.04%
Brownfield BRA	141,700	68,836	59,307	93,617	34,526	114,492	146,493	63.91%
Tax Increment TIFA	149,891	147,581	112,140	26,027	233,694	233,694	74,424	34.97%
Downtown DDA	102,223	100,155	78,772	14,502	164,425	165,749	41,476	34.97%
Stimulus Fund ARPA	410,964	14,044	6,525	-	20,569	417,489	415,469	0.00%
Revolving Loan	30,592	62,655	17,705	-	80,360	48,297	10,000	0.00%
Capital Improvement	62,735	62,735	99,989	38,355	124,369	124,369	116,423	32.94%
Fire Reserve	76,887	76,887	99,978	46,219	130,646	130,646	97,995	47.16%
Airport	43,387	50,958	38,416	56,299	33,075	26,250	78,927	71.33%
Sewer	811,289	783,145	670,176	716,090	737,230	858,788	2,597,357	27.57%
Water	264,455	94,318	305,873	199,010	201,181	231,824	3,589,816	5.54%
Motor Pool / Equipment	39,502	32,573	165,800	137,888	60,485	76,629	273,325	50.45%
OPEB**	76,408	76,659	22,780	13,557	85,882	90,671	58,434	23.20%
	<b>3,330,374</b>	<b>2,650,173</b>	<b>3,899,691</b>	<b>2,725,494</b>	<b>3,824,369</b>	<b>4,515,317</b>	<b>11,693,304</b>	<b>23.31%</b>

Justin Lakamper, City Manager	Brian Kelley, Finance Director/Treasurer
I verify that I have reviewed the revenue and expenditure financial summary attributed to my department and to the best of my knowledge the report is accurate.	I verify that I have reviewed the revenue and expenditure financial summary attributed to my department and to the best of my knowledge the report is accurate.
Insert Signature:	Insert Signature:
 Justin Lakamper <small>Digitally signed by Justin Lakamper Date: 2023.12.07 14:24:24 -05'00'</small>	 Brian Kelley <small>Digitally signed by Brian Kelley Date: 2023.12.07 14:18:26 -05'00'</small>

**CITY OF PLAINWELL**  
**MINUTES**  
**Planning Commission**  
**Wednesday, December 7, 2023**

1. Call to Order at 6:30 pm by Colingsworth
2. Pledge of Allegiance was given by all present.
3. Roll Call:  
Present: Rachel Collingsworth, Jay Lawson, Stephen Bennett, Kevin Hammond, Lori Steele  
Excused: Jim Higgs, Gary Sausaman
4. Approval of Minutes: 11/1/2023  
**Motion to approve minutes and place them on file was made by Lawson and seconded by Hammond. All in favor vote. Motion passed.**
5. Chairperson's Report: None
6. New Business:  
**Motion to close the regular meeting was made by Steele and seconded by Lawson. Motion to open the Public Hearing was made by Steele and seconded by Lawson at 6:32 pm.**
  - A. Public Hearing: Regarding Ordinance No. 397 Amendment Site Plan Review process for R-2 and CBD District.
    - a. No Public present**Motion to Close the Public hearing and reopen the regular meeting was made by Steel and seconded by Lawson at 6:33 pm**  
  
**A motion to accept the changes and updates to Ordinance No. 397 and to move forward to City Council for final approval was made by Hammond and seconded by Steele.**
7. Old Business: None
8. Reports and Communications: 10/23/2023 and 11/13/23 were reviewed and placed on file.
9. Public Comments: None
10. Staff Comments: Siegel, Community Development Manager provided an update on the Social District and that it had been approved by LARA.
11. Commissioner Comments:  
Bennett and Lawson complimented the DPW Staff on their hard work with the snow plowing and holiday decorations.
12. Adjournment: Colingsworth adjourned the meeting at 6:46 p.m.

Minutes submitted by Denise Siegel, Community Development Manager

12/07/2023

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF PLAINWELL  
INVOICE ENTRY DATES 11/24/2023 - 12/07/2023  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

Vendor Code	Vendor Name	Description	Amount
000004	PLAINWELL AUTO SUPPLY INC		
	702124	DPW - PMD RELOCATOR #17 AB	138.79
	702156	DPW - FUEL PUMP DRIVER MODULE TRUCK #17 AS	379.09
	702461	DPW - HEX BODY BOLT #10 DR	8.99
	702597	DPS - LED HEADLIGHT FIRETRUCK KC	140.00
	702684	WR - OIL DRY JG	27.58
TOTAL FOR: PLAINWELL AUTO SUPPLY INC			694.45
000009	CONSUMERS ENERGY		
	2023.12	NOVEMBER 2023 CITY WIDE ELECTRIC SERVICE	9,143.50
	206614291037	WR ELECTRIC NOVEMBER 2023	6,589.08
TOTAL FOR: CONSUMERS ENERGY			15,732.58
000010	RIDDERMAN & SONS OIL CO INC		
	169954	DPW - 676GL 30 - #2 DYED DIESEL	1,866.53
	169955	DPW - 141GL GASOLINE 5 - 87 REG 10% ETHANOL	327.39
TOTAL FOR: RIDDERMAN & SONS OIL CO INC			2,193.92
000011	SHOPPERS GUIDE INC		
	2023.11.18	DDA - HOLIDAY EVENTS 2X8/INDOOR MARKET DS	223.84
TOTAL FOR: SHOPPERS GUIDE INC			223.84
000034	VERIZON		
	9950047418	CITY WIDE CELL PHONES 10/24 - 11/23/2023	1,200.90
	9950047419	EOC/DPS PHONE SERVICE 10/24 - 11/23/2023	153.18
TOTAL FOR: VERIZON			1,354.08
000059	GOIN POSTAL LLC		
	11/10/2023	WR - Shipping for sampler repair	34.25
TOTAL FOR: GOIN POSTAL LLC			34.25
000087	BILL G BOMAR		
	2023.12	RETIREE HEALTH PREMIUM DECEMBER 2023 BOMAR	500.00
TOTAL FOR: BILL G BOMAR			500.00
000092	EMERGENCY MEDICAL PRODUCTS INC		
	0018133	DPS - INSTALL NEW RADAR UNIT #4 TAHOE KC	435.00
	0018134	DPS - INSTALL COMPUTER DOCK #1 2018 KC	290.00
TOTAL FOR: EMERGENCY MEDICAL PRODUCTS INC			725.00

000096	NYE UNIFORM CO INC		
	870485.1	DPS - SHIPPING CHARGE 2 SHIRTS/1 PANT M BRUCE	8.84
TOTAL FOR: NYE UNIFORM CO INC			8.84
000131	KEVIN CHRISTENSEN		
	2023.12	RETIREE PREMIUMS DECEMBER 2023 CHRISTENSEN	193.10
TOTAL FOR: KEVIN CHRISTENSEN			193.10
000153	FLEIS & VANDENBRINK INC		
	67298	PROFESSIONAL SERVICES SEPTEMBER 2023 BRIDGE IMPR	4,490.00
	67790	PROFESSIONAL SERVICES OCTOBER 2023 BRIDGE IMPROV	1,450.00
	67848	PROFESSIONAL SERVICES OCTOBER 2023 DWAM GRANT	3,511.00
	67849	PROFESSIONAL SERVICES OCTOBER 2023 OLD ORCHARD	12,694.25
TOTAL FOR: FLEIS & VANDENBRINK INC			22,145.25
000164	ETNA SUPPLY CO INC		
	S105357835.002	DPW - COPPERHORN 3/4 FXF 7-1/2 NO LEAD FORD WK	143.00
TOTAL FOR: ETNA SUPPLY CO INC			143.00
000392	MICHIGAN MUNICIPAL TREASURERS ASSOC		
	11/21/2023	2024 MMTA Membership BK	99.00
TOTAL FOR: MICHIGAN MUNICIPAL TREASURERS ASSOC			99.00
000531	CUMMINS SALES AND SERVICE		
	S3-93676	WR - FORBES GENERATOR PM/LOAD TEST BP	1,788.95
	S3-93751	DPS - GENERATOR PM	147.23
	S3-93759	DPS - GENERATOR PM	757.87
TOTAL FOR: CUMMINS SALES AND SERVICE			2,694.05
000609	MIDWAY CHEVROLET		
	130610	DPW - CHANNEL TRUCK #10	43.49
TOTAL FOR: MIDWAY CHEVROLET			43.49
000624	AIS CONSTRUCTION-JOHNDEERE POWERPLN		
	G20198	DPW - BUSHING/CYL ROD TINKS CLAW	896.04
TOTAL FOR: AIS CONSTRUCTION-JOHNDEERE POWERPLN			896.04
000684	BRONNER'S		
	INV40716	DPW - CHRISTMAS LIGHTS WREATHS/LIGHT POLES/ETC (	999.20
TOTAL FOR: BRONNER'S			999.20
000760	ALLEGAN COUNTY SHERIFFS DEPT		
	2023.10	DPW - OCTOBER 2023 SHERIFF/DEBT CREW WORK CP	132.00
TOTAL FOR: ALLEGAN COUNTY SHERIFFS DEPT			132.00
000843	B & C TROPHY		

	11/10/2023	DDA - Scarecrow/Harvest stroll plaques	50.00
TOTAL FOR: B & C TROPHY			50.00
<hr/>			
000947	WYOMING ASPHALT PAVING INC.		
	2023-819	DPW - 10TH STREET PARKING AREA	1,363.23
	2023-862	DPW PARKING LOT PATCHES	134.67
TOTAL FOR: WYOMING ASPHALT PAVING INC.			1,497.90
<hr/>			
001218	KERR PUMP AND SUPPLY, INC		
	INV224739	WR - REPLACEMENT PUMP #2 PEACH CT LIFT STATION E	7,605.00
TOTAL FOR: KERR PUMP AND SUPPLY, INC			7,605.00
<hr/>			
001369	UNITED STATES POSTAL SERVICE		
	11/01/2023	Certified Mail - Clerk	8.56
	11/09/2023	DPS - Express mail 23-407	40.70
TOTAL FOR: UNITED STATES POSTAL SERVICE			49.26
<hr/>			
001413	NCL OF WISCONSIN		
	495782	WR - LAB SUPPLIES BP	626.59
	496148	WR - LAB SUPPLIES	159.48
TOTAL FOR: NCL OF WISCONSIN			786.07
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001448	PROFESSIONAL CODE INSPECTIONS		
	23011	NOVEMBER 2023 PERMITS	3,044.00
TOTAL FOR: PROFESSIONAL CODE INSPECTIONS			3,044.00
<hr/>			
001748	REPUBLIC SERVICES		
	0249-008055394	DPW - TWO CONTAINERS DECEMBER 2023	381.79
	0249-008055721	WR - TWO CONTAINERS DECEMBER 2023	316.37
TOTAL FOR: REPUBLIC SERVICES			698.16
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001888	MICHIGAN ASSOC. OF MUNICIPAL CLERKS		
	11/02/2023	2024 MAMC Membership JL	75.00
	11/21/2023	Clerk training JL	700.00
	11/21/2023	2024 MAMC Membership BK	75.00
TOTAL FOR: MICHIGAN ASSOC. OF MUNICIPAL CLERKS			850.00
<hr/>			
001925	CENTURYLINK		
	668309150	DPS - TELEPHONE LONG DISTANCE NOVEMBER 2023	0.02
TOTAL FOR: CENTURYLINK			0.02
<hr/>			
001947	E-Z TREE TRANSPLANTING INC.		
	102821	DPW - TREE TRANSPLANT AIRPORT RESIDENT CP	150.00
TOTAL FOR: E-Z TREE TRANSPLANTING INC.			150.00
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002030	DRUG SCREEN PLUS INC		
	11/01/2023	Supervisor training RN/AB	300.00

TOTAL FOR: DRUG SCREEN PLUS INC			300.00
002116	CHARTER COMMUNICATIONS		
	005584501111423	DPS - INTERNET/TV DECEMBER 2023	286.15
TOTAL FOR: CHARTER COMMUNICATIONS			286.15
002149	DONNIE'S AUTO REPAIR		
	2023.11.28	DPW - OIL COOLER LINES/OIL/FILTER 2012 TAHOE FIRE 6:	313.56
TOTAL FOR: DONNIE'S AUTO REPAIR			313.56
002247	PLUMBER'S PORTABLE TOILETS		
	402388	DDA - PORTABLE TOILET TREE LIGHTING DS	120.00
TOTAL FOR: PLUMBER'S PORTABLE TOILETS			120.00
002368	ORTON, TOOMAN, HALE, MCKOWN & KIEL		
	2023.11	DPS - NOVEMBER 2023 PROFESSIONAL SERVICES	275.00
TOTAL FOR: ORTON, TOOMAN, HALE, MCKOWN & KIEL			275.00
002371	RENEWED EARTH INC		
	32104	DPW - DECEMBER 2023 COMPOST SITE MGMT	1,250.00
TOTAL FOR: RENEWED EARTH INC			1,250.00
002439	AMERICAN LEGAL PUBLISHING CORPORATI		
	29344	ADMIN - NEW ORDINANCE BINDER/COPIES JL	1,291.83
	29426	ADMIN - ORDINANCE SUPPLEMENT PAGES	55.50
TOTAL FOR: AMERICAN LEGAL PUBLISHING CORPORATI			1,347.33
002527	COPS HEALTH TRUST		
	2023.12.1	DECEMBER 2023 DENTAL/VISION PREMIUM	1,571.80
TOTAL FOR: COPS HEALTH TRUST			1,571.80
002650	FUEL MANAGEMENT SYSTEM		
	211864	DPS - FUEL FOR POLICE VEHICLES 11/30/2023	719.98
TOTAL FOR: FUEL MANAGEMENT SYSTEM			719.98
002787	ESPER ELECTRIC		
	31488	DPW - PICKLEBALL COURT LIGHTING	10,500.00
TOTAL FOR: ESPER ELECTRIC			10,500.00
003087	TOTAL PROPERTY MANAGEMENT		
	22155	AIRPORT PLOWING	200.00
TOTAL FOR: TOTAL PROPERTY MANAGEMENT			200.00
004014	J & L ROOFING CO . INC.		
	10173	WR - REPLACEMENT FLAT ROOFS BP	94,000.00
TOTAL FOR: J & L ROOFING CO . INC.			94,000.00

004127	COOK RICK		
	23-00111	2024 CITY CALENDAR	900.00
TOTAL FOR: COOK RICK			900.00
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004168	SBF ENTERPRISES		
	0138488	ADMIN - SUPPLIES/PRINTING DECEMBER 2023 UB	278.40
	0138494	ADMIN - SUPPLIES/PRINTING WINTER 2023 TAX BILLS	686.25
	2023.11.28	UB BILLING POSTING FOR DECEMBER 1, 2023 BILLS	603.92
TOTAL FOR: SBF ENTERPRISES			1,568.57
-----			
004190	WATERSOLVE LLC		
	9872	WR - 465LB DRUM SOLVE 137 BP	1,100.00
TOTAL FOR: WATERSOLVE LLC			1,100.00
-----			
004206	MADISON NATIONAL LIFE INSURANCE CO		
	1593045	DECEMBER 2023 EMPLOYEE LIFE INSURANCE PREMIUMS	102.04
TOTAL FOR: MADISON NATIONAL LIFE INSURANCE CO			102.04
-----			
004228	DENISE SIEGEL		
	2023.11.2	DDA - REIMBURSEMENT LLL GOODIE BAG SUPPLIES DS	125.91
TOTAL FOR: DENISE SIEGEL			125.91
-----			
004253	NATIONAL HOSE TESTING SPECIALTIES I		
	01432	DPS - 2023 GROUND LADDER TESTING	752.00
TOTAL FOR: NATIONAL HOSE TESTING SPECIALTIES I			752.00
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004785	PRIORITY HEALTH		
	233200000103	DECEMBER 2023 HEALTH INSURANCE PREMIUMS	20,159.33
TOTAL FOR: PRIORITY HEALTH			20,159.33
-----			
004794	UNITED HEALTHCARE INSURANCE COMPANY		
	2023.12	RETIREE HEALTH INSURANCE DECEMBER 2023 - WHITNEY	268.75
	2023.12TOWN	RETIREE HEALTH INSURANCE DECEMBER 2023 - TOWN	268.75
TOTAL FOR: UNITED HEALTHCARE INSURANCE COMPANY			537.50
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004796	SILVERSCRIPT INSURANCE COMPANY		
	2023.12TOWN	RETIREE PRESCRIPTION COVERAGE DECEMBER 2023 - TO	30.60
	2023.12WHIT	RETIREE PRESCRIPTION COVERAGE DECEMBER 2023 - WHITNEY	30.60
TOTAL FOR: SILVERSCRIPT INSURANCE COMPANY			61.20
-----			
004837	MUNIWEB		
	55298	NOVEMBER WESITE HOSTING/RESERVATION SCHEDULING	250.00
TOTAL FOR: MUNIWEB			250.00
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004855	PLAINWELL ACE HARDWARE		
	15120	WR - SNOW BLOWER GLOVE/MISC FASTENERS BP	17.57
	15140	DPW - STUD PINE/STAR CON LAG/FENDER WASH SANTA	59.34



	15141	DPW - PINE STUD (2)/LAG/MISC SANTA SHED AB	33.18
	15145	DPW - BATTERIES AB	149.00
TOTAL FOR: PLAINWELL ACE HARDWARE			259.09
-----			
004886	REPUBLIC SERVICES		
	0249-008059163	DECEMBER 2023 CITY WIDE RECYCLING	4,669.49
TOTAL FOR: REPUBLIC SERVICES			4,669.49
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004896	WALTERS SWEEPING		
	9741	DPW - FALL 2023 STREET SWEEPING	6,000.00
TOTAL FOR: WALTERS SWEEPING			6,000.00
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005012	UNITED BANK		
	2023.11.28	ACH FEE - UB POSTAGE 11/29/2023	7.00
	2023.11.30	ACH FEE - ACH PAYABLES 12/01/2023	7.00
	2023.12.05	ACH FEES (2) - TAX DISTRIBUTION 12/08/2023 & UB PREN	14.00
	2023.12.06	ACH FEE - PAYROLL DIRECT DEPOSIT 12/07/2023	7.00
TOTAL FOR: UNITED BANK			35.00
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005022	COX, JAMES		
	2023.11.27	DDA - DJ FOR TREE LIGHTING	350.00
TOTAL FOR: COX, JAMES			350.00
-----			
005023	VAIRKKO TECHNOLOGIES, LLC		
	24981	NOVEMBER 2023 EMPLOYEE TAINING SOFTWARE	97.80
	24982	NOVEMBER 2023 EMPLOYEE TRAINING COURSE CONTEN	67.80
TOTAL FOR: VAIRKKO TECHNOLOGIES, LLC			165.60
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005040	US INTERNET		
	4182610	SECURANCE EMAIL FILTERING 12/14/2023 - 1/13/2024	70.00
TOTAL FOR: US INTERNET			70.00
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005047	STAPLES, INC.		
	3552649714	DPS - BINDER CLIPS/SCISSORS/POST IT OL	40.17
TOTAL FOR: STAPLES, INC.			40.17
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005064	R & R ASSESSING INC		
	2023.12	DECEMBER 2023 ASSESSING SERVICES	1,625.00
TOTAL FOR: R & R ASSESSING INC			1,625.00
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005081	RIVERRUN PRESS INC		
	170448	ADMIN - 2024 CITY CALENDAR	2,957.00
TOTAL FOR: RIVERRUN PRESS INC			2,957.00
-----			
005122	GREAT LAKES ELEVATOR, LLC		
	9796	ADMIN - FREIGHT ELEVATOR MILL	14,000.00
TOTAL FOR: GREAT LAKES ELEVATOR, LLC			14,000.00
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005125	8X8 INC		
	4164966	CITY WIDE PHONES NOVEMBER 2023	721.43
TOTAL FOR: 8X8 INC			721.43
-----			
005135	WEST MICHIGAN INTERNATIONAL LLC		
	11/09/2023	DPW - COOLANT HOSE/CLAMP TRUCK #16	580.09
TOTAL FOR: WEST MICHIGAN INTERNATIONAL LLC			580.09
-----			
005168	HULL LIFT TRUCK INC		
	PSI-0388694	DPW - BOBCAT ZERO TURN MOWER 72"DECK	15,000.00
TOTAL FOR: HULL LIFT TRUCK INC			15,000.00
-----			
005169	BRAD KEELER		
	2023.12.4	STRAW BALES FALL DECORATING RN	65.00
TOTAL FOR: BRAD KEELER			65.00
-----			
AAESAACH	ALLEGAN AREA EDUCATION SVC AGENCY		
	2023.12.02	2023 TAX COLLECTIONS W/E 12/02/2023	153.94
TOTAL FOR: ALLEGAN AREA EDUCATION SVC AGENCY			153.94
-----			
ACACH	ALLEGAN COUNTY TREASURER		
	2023.12.02	2023 TAX COLLECTIONS W/E 12/02/2023	57.07
TOTAL FOR: ALLEGAN COUNTY TREASURER			57.07
-----			
CBEFT	HUNTINGTON NATIONAL BANK		
	2023.11	NOVEMBER 2023 HUNTINGTON BANK SERVICE FEES	30.00
TOTAL FOR: HUNTINGTON NATIONAL BANK			30.00
-----			
CC9999	SCOTTS SALES		
	11/01/2023	Windsock for Airport	234.25
	11/01/2023	DPW - Pothole repair Sherwood	48.36
	11/01/2023	DPW - Poster frame	53.32
	11/01/2023	DDA - Advertising	11.83
	11/01/2023	DDA - Ladies night gift card	50.00
	11/03/2023	DPW - Annual Subscription WIN-911	800.00
	11/06/2023	DDA - Ladies night	20.00
	11/06/2023	MONTHLY CONSTANT CONTACT SUPPORT	45.00
	11/07/2023	Overlimit fee	39.00
	11/07/2023	DDA - Ladies night	25.00
	11/09/2023	DDA - Ladies night	15.00
	11/10/2023	DPW - Ride on leaf blower	140.00
	11/14/2023	DDA - Fairy lights for DS	40.17
TOTAL FOR: AMAZON			1,521.93
-----			
COPEFT	CITY OF PLAINWELL		
	2023.12	DECEMBER 2023 CITY UTILITY BILLS - NOVEMBER 2023 U	889.81

	2023WINTER	2023 WINTER TAX - CITY PROPERTY TAXABLE	2,733.96
TOTAL FOR: CITY OF PLAINWELL			3,623.77
-----			
PCSACH	PLAINWELL COMMUNITY SCHOOLS		
	2023.12.02	2023 TAX COLLECTIONS W/E 12/02/2023	905.00
TOTAL FOR: PLAINWELL COMMUNITY SCHOOLS			905.00
-----			
RDLACH	RANSOM DISTRICT LIBRARY		
	2023.12.02	2023 TAX COLLECTIONS W/E 12/02/2023	23.45
TOTAL FOR: RANSOM DISTRICT LIBRARY			23.45
-----			
SOMEFT	STATE OF MICHIGAN		
	2023.11	NOVEMBER 2023 AIRPORT FUEL SALES TAX REMITTANCE	214.38
TOTAL FOR: STATE OF MICHIGAN			214.38
-----			

TOTAL - ALL VENDORS		253,050.28
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**INVOICE AUTHORIZATION**

**Person Compiling Report**

**I verify that to the best of my knowledge the attached invoice listing is accurate and the procedures in place to compile this invoice listing has been followed.**

Insert Signature:

**Roxanne Branch**  
Digitally signed by Roxanne Branch  
Date: 2023.12.07 13:50:21 -05'00'

**Brian Kelley, Finance Director/Treasurer**

**I verify that I have reviewed the expenditures attributed to my department and to the best of my knowledge the attached invoice listing is accurate and complies with the City's purchasing policy.**

Insert Signature:

**Brian Kelley**  
Digitally signed by Brian Kelley  
Date: 2023.12.07 17:25:35 -05'00'

**Bryan Pond, Water Renewal Plant Supt.**

**I verify that I have reviewed the expenditures attributed to my department and to the best of my knowledge the attached invoice listing is accurate and complies with the City's purchasing policy.**

Insert Signature:

**Bryan Pond**  
Digitally signed by Bryan Pond  
Date: 2023.12.07 14:20:27 -05'00'

**Kevin Callahan, Public Safety Director**

**I verify that I have reviewed the expenditures attributed to my department and to the best of my knowledge the attached invoice listing is accurate and complies with the City's purchasing policy.**

Insert Signature:

**Kevin A Callahan**  
Digitally signed by Kevin A Callahan  
Date: 2023.12.08 10:19:24 -05'00'

**Bob Nieuwenhuis, Public Works Supt.**

**I verify that I have reviewed the expenditures attributed to my department and to the best of my knowledge the attached invoice listing is accurate and complies with the City's purchasing policy.**

Insert Signature:

**Robert Nieuwenhuis**  
Digitally signed by Robert Nieuwenhuis  
Date: 2023.12.08 08:40:12 -05'00'

**Justin Lakamper, City Manager**

**I verify that I have reviewed the expenditures attributed to my department and to the best of my knowledge the attached invoice listing is accurate and complies with the City's purchasing policy.**

Insert Signature:

**Justin Lakamper**  
Digitally signed by Justin Lakamper  
Date: 2023.12.07 14:03:36 -05'00'

## Reports & Communications:

### A. Ordinance 397 – Site plan text amendment as recommended by the Planning Commission

This Ordinance has received approval from the Planning Commission and is being presented to Council for adoption. Ordinance 397 is a housekeeping item and updates text referring to site plan requirements.

**Recommended action:** Consider adopting Ordinance 397 as presented by the Planning Commission.

### B. Yearly Flower Program Purchase

Zeinstra's Greenhouse has provided flowers, advice and planting layout plans for the City of Plainwell for several years. This year, approval is required earlier than normal to allow the greenhouse ample time to plan for and grow a variety of flowers for the City.

**Recommended action:** Consider approving the purchase of flowers from Zeinstra's Greenhouse for \$12,500.00.

### **Reminder of Upcoming Meetings**

- December 12, 2023 – DDA/BRA/TIFA – 7:30am
- December 14, 2023 – Parks & Trees – 5:00pm
- December 20, 2022 – Planning Commission – 6:30pm
- **December 27, 2022 – City Council – 7:00pm**

### **Non-Agenda Items / Materials Transmitted**

- None